United Nations ST/IC/2001/5

Secretariat

12 January 2001

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Revised salary scale for staff in the Trades and Crafts category at Headquarters**

1. As indicated in paragraph 1 of information circular ST/IC/2000/53 of 9 August 2000, the International Civil Service Commission (ICSC), in accordance with article 12 of its statute, undertook a comprehensive survey of the best-prevailing conditions of employment in New York for the purpose of making recommendations to the Secretary-General on salary scales of staff in the General Service and related categories at Headquarters.

2. With regard to the Trades and Crafts, owing to the difficulties encountered in obtaining data for this category during the survey, the Commission decided to allow its secretariat to continue data collection until such time as a reasonable number of employers had been surveyed. The Commission also decided that as soon as the data had been received and analysed, they would be presented to the Chairman of ICSC for final review and approval, as delegated to him by the Commission.

3. I am pleased to announce that the data collection and its analysis have concluded and, based on the recommendation of the Chairman of ICSC, the Secretary-General has decided to promulgate the revised salary scale for staff in the Trades and Crafts category at Headquarters. The Secretary-General has further decided that the scale should be implemented with effect from 1 May 2000, since salary data collected by the Commission relate to that month.

4. The Commission concluded that the results of the survey for the Trades and Crafts category warranted a 3.78 per cent increase over current net salaries (1 January 1999). The Secretary-General has approved a salary scale, effective 1 January 2000, to reflect the 2 per cent cost-of-living adjustment, which was warranted in January 2000 (see annex I below). The remaining amount has been incorporated into the revised salary scale approved for the Trades and Crafts, with effect from 1 May 2000 (annex II below).

* The present circular will be in effect until further notice.

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5. With regard to the amounts of dependency allowances, the revised amounts indicated in paragraph 8 of ST/IC/2000/53, effective 1 May 2000, also apply to the Trades and Crafts category.

6. The implementation of the revised salary scales will be reflected in the payroll at the end of January 2001. Those former staff members who left the service of the United Nations between 1 January and 31 December 2000 will be eligible to receive the retroactive increases that have resulted from the implementation of the revised salaries upon presentation of a written claim to their former executive offices. Such claims must be made within one year of the date of issuance of the present information circular.

7. The present circular supersedes information circular ST/IC/1999/11 and Corr.1.

Annex I

Salary scale for staff in the Trades and Crafts category at Headquarters

(United States dollars)

Effective 1 January 2000

Level		STEPS						
		I	II	III	IV	V	VI	VII*
TC-8	(Gross)	62 499	64 730	66 962	69 194	71 426	73 658	75 890
	(Gross pension)	60 876	62 891	64 973	67 054	69 135	71 216	73 297
	(Total net)	48 124	49 664	51 204	52 744	54 284	55 824	57 364
	(Net pension)	48 124	49 664	51 204	52 744	54 284	55 824	57 364
	(NPC)	0	0	0	0	0	0	0
TC-7	(Gross)	58 582	60 583	62 686	64 788	66 891	68 994	71 097
	(Gross pension)	57 273	59 158	61 042	62 944	64 906	66 866	68 828
	(Total net)	45 351	46 802	48 253	49 704	51 155	52 606	54 057
	(Net pension)	45 351	46 802	48 253	49 704	51 155	52 606	54 057
	(NPC)	0	0	0	0	0	0	0
TC-6	(Gross)	54 832	56 673	58 514	60 380	62 354	64 328	66 301
	(Gross pension)	53 669	55 439	57 208	58 976	60 745	62 515	64 356
	(Total net)	42 576	43 938	45 300	46 662	48 024	49 386	50 748
	(Net pension)	42 576	43 938	45 300	46 662	48 024	49 386	50 748
	(NPC)	0	0	0	0	0	0	0
TC-5	(Gross)	51 084	52 805	54 527	56 249	57 970	59 692	61 516
	(Gross pension)	50 068	51 722	53 377	55 031	56 687	58 341	59 995
	(Total net)	39 802	41 076	42 350	43 624	44 898	46 172	47 446
	(Net pension)	39 802	41 076	42 350	43 624	44 898	46 172	47 446
	(NPC)	0	0	0	0	0	0	0
TC-4	(Gross)	47 343	48 945	50 546	52 147	53 749	55 350	56 951
	(Gross pension)	46 473	48 012	49 552	51 091	52 629	54 168	55 707
	(Total net)	37 034	38 219	39 404	40 589	41 774	42 959	44 144
	(Net pension)	37 034	38 219	39 404	40 589	41 774	42 959	44 144
	(NPC)	0	0	0	0	0	0	0
TC-3	(Gross)	43 593	45 077	46 561	48 045	49 528	51 012	52 496
	(Gross pension)	42 874	44 299	45 724	47 147	48 572	49 997	51 422
	(Total net)	34 259	35 357	36 455	37 553	38 651	39 749	40 847
	(Net pension)	34 259	35 357	36 455	37 553	38 651	39 749	40 847
	(NPC)	0	0	0	0	0	0	0
TC-2	(Gross)	39 866	41 222	42 582	43 943	45 304	46 665	48 026
	(Gross pension)	39 282	40 590	41 898	43 205	44 514	45 821	47 129
	(Total net)	31 497	32 504	33 511	34 518	35 525	36 532	37 539
	(Net pension)	31 497	32 504	33 511	34 518	35 525	36 532	37 539
	(NPC)	0	0	0	0	0	0	0
TC-1	(Gross)	36 253	37 445	38 638	39 830	41 064	42 304	43 545
	(Gross pension)	35 668	36 862	38 053	39 246	40 438	41 630	42 823
	(Total net)	28 715	29 633	30 551	31 469	32 387	33 305	34 223
	(Net pension)	28 715	29 633	30 551	31 469	32 387	33 305	34 223
	(NPC)	0	0	0	0	0	0	0

Dependency allowances (US$ net per annum):

Child (for staff who become eligible on or after 1 February 1999)	1 068
Child (for eligible staff on board and already in receipt of amount prior to 1 February 1999)	1 236
Except for first dependent child of a single, widowed or divorced staff member	3 038
Dependent spouse	3 038
Secondary dependant	1 181

Language allowances (to be included in pensionable remuneration):

First language	1 644 net per annum.
Second language	822 net per annum.

Increments: Salary increments within the levels shall be awarded annually on the basis of satisfactory service.

*Long-service step:

The qualifying criteria for in-grade increases to the long-service step are as follows:

(a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;

(b) The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

Annex II

Salary scale for staff in the Trades and Crafts category at Headquarters

(United States dollars)

Effective 1 May 2000

Level		STEPS						
		I	II	III	IV	V	VI	VII*
TC-8	(Gross)	63 716	65 987	68 258	70 529	72 800	75 071	77 342
	(Gross pension)	62 088	64 206	66 323	68 441	70 558	72 676	74 793
	(Total net)	48 964	50 531	52 098	53 665	55 232	56 799	58 366
	(Net pension)	48 964	50 531	52 098	53 665	55 232	56 799	58 366
	(NPC)	0	0	0	0	0	0	0
TC-7	(Gross)	59 650	61 765	63 906	66 046	68 187	70 328	72 468
	(Gross pension)	58 355	60 273	62 265	64 261	66 257	68 253	70 249
	(Total net)	46 141	47 618	49 095	50 572	52 049	53 526	55 003
	(Net pension)	46 141	47 618	49 095	50 572	52 049	53 526	55 003
	(NPC)	0	0	0	0	0	0	0
TC-6	(Gross)	55 838	57 709	59 581	61 558	63 565	65 572	67 580
	(Gross pension)	54 691	56 490	58 289	60 088	61 947	63 819	65 691
	(Total net)	43 320	44 705	46 090	47 475	48 860	50 245	51 630
	(Net pension)	43 320	44 705	46 090	47 475	48 860	50 245	51 630
	(NPC)	0	0	0	0	0	0	0
TC-5	(Gross)	52 023	53 774	55 526	57 277	59 028	60 836	62 714
	(Gross pension)	51 025	52 708	54 391	56 075	57 758	59 441	61 154
	(Total net)	40 497	41 793	43 089	44 385	45 681	46 977	48 273
	(Net pension)	40 497	41 793	43 089	44 385	45 681	46 977	48 273
	(NPC)	0	0	0	0	0	0	0
TC-4	(Gross)	48 216	49 846	51 476	53 105	54 735	56 365	57 995
	(Gross pension)	47 367	48 933	50 499	52 066	53 632	55 198	56 764
	(Total net)	37 680	38 886	40 092	41 298	42 504	43 710	44 916
	(Net pension)	37 680	38 886	40 092	41 298	42 504	43 710	44 916
	(NPC)	0	0	0	0	0	0	0
TC-3	(Gross)	44 404	45 914	47 423	48 932	50 442	51 951	53 461
	(Gross pension)	43 703	45 154	46 604	48 055	49 506	50 956	52 407
	(Total net)	34 859	35 976	37 093	38 210	39 327	40 444	41 561
	(Net pension)	34 859	35 976	37 093	38 210	39 327	40 444	41 561
	(NPC)	0	0	0	0	0	0	0
TC-2	(Gross)	40 605	41 989	43 373	44 757	46 141	47 524	48 908
	(Gross pension)	40 053	41 382	42 712	44 042	45 372	46 702	48 032
	(Total net)	32 048	33 072	34 096	35 120	36 144	37 168	38 192
	(Net pension)	32 048	33 072	34 096	35 120	36 144	37 168	38 192
	(NPC)	0	0	0	0	0	0	0
TC-1	(Gross)	36 904	38 117	39 330	40 565	41 827	43 089	44 351
	(Gross pension)	36 375	37 588	38 801	40 014	41 227	42 440	43 653
	(Total net)	29 216	30 150	31 084	32 018	32 952	33 886	34 820
	(Net pension)	29 216	30 150	31 084	32 018	32 952	33 886	34 820
	(NPC)	0	0	0	0	0	0	0

Dependency allowances (US$ net per annum):

Child	1 803
Except for first dependent child of a single, widowed or divorced staff member	3 038
Dependent spouse	3 038
Secondary dependant	1 303

Language allowances (to be included in pensionable remuneration):

First language	1 668 net per annum.
Second language	834 net per annum.

Increments: Salary increments within the levels shall be awarded annually on the basis of satisfactory service.

•Long-service step:

The qualifying criteria for in-grade increases to the long-service step are as follows:

(a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;

(b) The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.